

Mary Foley <mfoley1018@comcast.net>

To: Susan Philbrick; Christopher Olney; Ann Harrison; +6 others

Cc: Greg Federspiel

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(Gail - Please distribute to any MBTA Task Force members that are not on this email, and please post.)

Dear MBTA Task Force Members,

Thank you for your work on this very important matter that is being reviewed in Manchester and that will ultimately go in front of residents to decide.

I try to listen to the MBTA Task Force meetings to stay informed on this issue. Subcommittees have now been formed under the Task Force to address outreach/communication plans and design guidelines. These subcommittees have their own meetings. As the meetings of the Task Force and the subcommittees start to reach record numbers - six meetings between January 4 and January 11th, not including site walks - I have some observations.

- As a Task Force member addressed to the members last week, all subcommittee proposals must go through the Task Force. This way, all of the appointed Task Force members are informed and all are making the decisions. This will also ensure that residents that can not attend multiple meetings throughout a day can tune in to the Task Force meetings and know what has been discussed at subcommittee meetings and what decisions are being made.

From MGL Ch. 30A Sec 18 - "and provided further, that a subcommittee shall include any multiple-member body created to advise or make recommendations to a public body."

- With these smaller subcommittees a simple majority is a quorum and can be met very easily. If an event, or discussion, has a simple majority of members in attendance, it must be posted as a public meeting.

- Subcommittees of the appointed Task Force, can not appoint new members.

- It would be very helpful to have all documents, handouts, consultant data, etc. on the Town website so that residents can understand what is being discussed at the Task Force meetings.

- Meeting minutes are very useful to try and catch up on past meetings, but many minutes are not yet posted.

- It is unclear why other Town committees would be doing Task Force outreach. It is the Task Force that was issued a set of tasks that they will then turn into a report of findings and potential proposals of zoning changes.

As this continues to be a very complex issue, and more and more residents are asking questions, it is important that residents can easily stay informed. Thank you for your work on this.

Mary Foley
1 Pulaski Drive